

Message

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**From:** Lasnier, Luanne [Lasnier.Luanne@epa.gov]  
**Sent:** 5/21/2019 3:08:22 PM  
**To:** Andrews, Robert [Andrews.Robert@epa.gov]  
**CC:** Baker, Todd [Baker.Todd@epa.gov]  
**Subject:** FW: ACTION: Transmittal notification: 19-A-OPAR-000074 - FY 2021 ORD Lab Costs - Due COB May 22, 2019  
**Attachments:** FY21 Lab Fixed Costs - NERL Locations - May 2019.xlsx

Hi Robert,

Do you anticipate any lab fixed cost estimates for the Las Vegas facility for 2021?

Thanks.

Luanne Lasnier, Budget Analyst  
Program Operations Staff  
National Exposure Research Laboratory  
US Environmental Protection Agency  
109 TW Alexander Drive  
Research Triangle Park, NC 27711  
(Mail Drop D305-01)  
Phone: (919) 541-3004  
Fax: (919) 541-0715  
Email: Lasnier.Luanne@epa.gov

*"One day and some day are not days of the week. To live our dreams and fulfill our purposes we must plan with long and short-term goals; yet act on and implement them daily."*

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**From:** Lasnier, Luanne  
**Sent:** Wednesday, May 15, 2019 9:28 AM  
**To:** Andrews, Robert <Andrews.Robert@epa.gov>; Bourk, Chris <Bourk.Chris@epa.gov>; Pittman, Rick <Pittman.Rick@epa.gov>  
**Cc:** Van Anderson <Anderson.Van@epa.gov>; Baker, Todd <Baker.Todd@epa.gov>; Behymer, Thomas <Behymer.Thomas@epa.gov>; Brunson, Gerald <Brunson.Gerald@epa.gov>; Ardra Morgan <Morgan.Ardra@epa.gov>; Borsz, Patrice <Borsz.Patrice@epa.gov>; Owens, Jim <Owens.Jim@epa.gov>; Southerland, John <Southerland.John@epa.gov>  
**Subject:** ACTION: Transmittal notification: 19-A-OPAR-000074 - FY 2021 ORD Lab Costs - Due COB May 22, 2019

Hello All,

We have received the annual request from HQ for FY21 Fixed Cost Estimates for O&M, Utilities and Security costs, and I need your assistance to compile NERL's costs for our multiple locations. A template has been provided for you to populate with each location's fixed costs estimates: Athens (Rick), Cincinnati (Chris) and Las Vegas (Robert). This template also includes an additional breakdown itemizing the fixed costs into "sub-areas" that may assist you with capturing your total cost estimates.

Please complete the template on the **first tab** (highlighted in green) of the attached file, with your location's total FY21 fixed costs estimates in the yellow column. Please be sure to include comments to explain any significant changes to your estimates from previous years. For reference purposes, I have included the FY20 estimates provided for last year's data call on the second tab.

For the Cincinnati location, please include the SHEM-related fixed costs under the O&M costs for Cincinnati, as provided last year.

Please provide the completed template for your location to me **by COB Wednesday, May 22, 2019.**

Feel free to call me with any questions or concerns.

Thanks.

Luanne Lasnier, Budget Analyst  
Program Operations Staff  
National Exposure Research Laboratory  
US Environmental Protection Agency  
109 TW Alexander Drive  
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(Mail Drop D305-01)  
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*"One day and some day are not days of the week. To live our dreams and fulfill our purposes we must plan with long and short-term goals; yet act on and implement them daily."*

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**From:** [ORD-Transmittals@epa.gov](mailto:ORD-Transmittals@epa.gov) <[ORD-Transmittals@epa.gov](mailto:ORD-Transmittals@epa.gov)>  
**Sent:** Monday, May 13, 2019 11:57 AM  
**To:** [ORD-Operations-Council@epa.gov](mailto:ORD-Operations-Council@epa.gov)  
**Cc:** Rabkin, Stacy <[Rabkin.Stacy@epa.gov](mailto:Rabkin.Stacy@epa.gov)>; [ORD-Exec-Council-Directors@epa.gov](mailto:ORD-Exec-Council-Directors@epa.gov); [ORD-Mgmt-Council@epa.gov](mailto:ORD-Mgmt-Council@epa.gov); [ORD-NPD@epa.gov](mailto:ORD-NPD@epa.gov); [ORD-NPD-Support@epa.gov](mailto:ORD-NPD-Support@epa.gov); [ORD-OPARM@epa.gov](mailto:ORD-OPARM@epa.gov)  
**Subject:** Transmittal notification: 19-A-OPAR-000074 - FY 2021 ORD Lab Costs

## ORD ACTION TRANSMITTAL

Transmittal Subject: FY 2021 ORD Lab Costs

Response Due Date: 05/29/2019

Contact Organization: OPARM

### Background Information

In preparation for the FY2021 OMB Budget Submission, the OCFO/Office of Budget issued the annual data call asking for estimates of HQ program office Lab Costs in FY2021, including for Operations and Maintenance (O&M), Utilities and Security. These are reflected in IRMS in the RC/Congressional add on codes (53, 54 and 55) for ORD. This is our opportunity to address any new costs and account for other changes. The

guidance for this exercise is the same as in previous years and can be found in each template.

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#### Analysis

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Templates for reporting FY2021 OMB budget estimates for operations and maintenance (O&M), utilities and security by appropriation are provided for each lab, the National Homeland Security Center, and the National Center for Computational Toxicology. *Other ORD organizations do not have a role in the data call.* The spreadsheet includes definitions and all costs are non-payroll.

The information requested in the template for each organization includes FY2021 OMB Budget estimates, corrections (if any) to the FY2018 actuals, and an explanation of any changes.

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#### Action/Instruction for Response

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Please submit your completed templates to OPARM's Stacy Rabkin ([rabkin.stacy@epa.gov](mailto:rabkin.stacy@epa.gov)) and Jamie Bagheri([lang.jamie@epa.gov](mailto:lang.jamie@epa.gov)) by COB, Wednesday, May 29, 2019. Contact Stacy at 202-564-6519 or Jamie at 303-462-9063 if you have any questions.

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| Point of Contact: | <a href="mailto:rabkin.stacy@epa.gov">rabkin.stacy@epa.gov</a> |
| Phone:            | 2025646519   |
| ID:               | 19-A-OPAR-000074   |
| Fiscal Year:      | 2019   |

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